

October 28, 2008

MUNI # 11030  
JEAN THIELE, CLERK  
TOWN OF OTSEGO  
N2910 COUNTY RD C  
RIO WI 53960-9514

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. However, you might consider clarifying section 1.6 (B) of your ordinance regarding inspector qualifications. It may be helpful to clearly state that the inspector (or inspectors) must be certified in UDC-Construction, UDC-HVAC, UDC-Plumbing and UDC-Electrical inspections.

It is our understanding that you will begin enforcement on November 26, 2008 using General Engineering as your certified inspector. [Note that we have adjusted your intended enforcement date ahead to provide at least 30 days notice to us as required by s. Comm 20.04(1) (b).] Note that all inspections must be performed by properly certified inspectors. We recommend that you provide a copy of your ordinance and this letter to your authorized inspector.

By copy of this letter, we are also informing our state-contracted inspection agency [Tel. (800) 422-5220] that has been enforcing the UDC in your municipality that their services will no longer be required after the date listed above.. Unless you and the agency otherwise reach agreement, they will be responsible for completing the inspections of any dwelling for up to two years after when they issued it a permit.

By copy of this letter, we are also informing your county so that they may forward this information to their land use, zoning and sanitary permit staff, who may refer potential UDC building permit applicants to the proper party.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler  
UDC Consultant  
Tel. (608)266-1390

cc:

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